



*Town of Uxbridge*  
21 S. Main Street  
Uxbridge, MA 01569  
Tel. 508-278-8600 Fax. 508-278-3154

#### NOTICE

POSTED: May 12, 2016

NOTICE: Two Part-Time, Seasonal Job Openings  
Hours not to exceed 19 hours/week  
Must be available Mon. – Sun. between hours of 10AM-4PM

JOB TITLE: Beach Attendant

LOCATION: Pout Pond

REQUIREMENTS: Per attached job description

WAGE: \$10/hour

START DATE: ASAP

END DATE: August 17, 2016 (projected)

APPOINTING AUTHORITY: Town Manager

DURATION OF POSTING: Until filled

All interested, qualified candidates should submit a letter of interest, along with a resume, and the names of three professional references to Human Resources, Town of Uxbridge, 21 South Main Street, Uxbridge, MA 01569 or e-mail same to [HR@uxbridge-ma.gov](mailto:HR@uxbridge-ma.gov). Review of resumes will commence immediately and will continue until a suitable candidate is determined.

Posted: Town Hall, Library, Fire Department, Department of Public Works, Council on Aging, Police Station

*The Town of Uxbridge is Equal Opportunity Employer*

## POUT POND BEACH ATTENDANT JOB DESCRIPTION

### Position Purpose:

The Pout Pond Recreation Committee seeks a Beach Attendant to perform a variety of tasks at the pond. The Beach Attendant is the first person patrons will come into contact with and should be able to answer general questions about the pond, handle parking fees and monitor activity on the pond.

### Responsibilities:

- Greet visitors in a polite and friendly manner
- Collect of parking fees
- Check passes and permits
- Monitor and disseminate information about the pond including policies and regulations
- Perform general cleaning and care of the facilities, including but not limited to raking the beach, cleaning bathrooms, emptying garbage cans
- Quickly respond to emergency situations by dialing 911

### Qualifications:

- Age 18 or older
- Ability to understand and carry out directions
- Ability to count money, make change and follow documentation procedures
- Friendly, courteous to beach goers
- Enjoy working outdoors and serving the public
- Red Cross certification a plus
- CORI background check required

### Job Environment:

This position is stationed at a remote, outdoor facility. Applicants must be comfortable working in this environment.

### Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Regularly required to walk, stand, sit, talk, and hear, operate objects, tools, or controls, pick up paper, files, and other common objects. Lift/move objects weighing up to 30 pounds.

*(This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.)*